

## FLOOD PLAIN PERMIT COMMITTEE MEETING

*201 West Gray, Building A, South Conference Room  
Monday, November 21, 2011  
8:30 a.m.*

### Minutes

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PRESENT: Shawn O'Leary, Director of Public Works  
Susan Connors, Director of Planning/Community Development  
Bob Hanger, Storm Water Engineer  
Ken Danner, Subdivision Development Manager  
Doug Koscinski, Current Planning Manager  
Sherri Stansel, Citizen Member

OTHERS PRESENT: Todd McLellan, Development Engineer  
Julie Shelton, Staff  
Harold Heiple, property owner  
J.W. Dansby, engineer  
Darrell Janaway, Cambridge HOA president  
Barney Emberton, Miller-Tippens Construction Co.  
James Goodwin, property owner

NOT PRESENT: Marion Hutchison, Citizen Member

#### Approval of Minutes of October 3, 2011:

O'Leary began the meeting by informing the committee that Hutchison would not be attending and continued by asking the committee for approval of the minutes of the October 3, 2011 meeting. Motion for approval from Koscinski. Seconded by Stansel. Approved 6-0.

#### Flood Plain Permit Application No. 493:

O'Leary moved to item three on the agenda and introduced the application from Justin and Kristine Fields, owners of the property at 3404 Abilene Circle. The applicants have submitted a permit application to install a retaining wall adjacent to a drainage channel and flume on the northwest side of their property in the Brookhaven Creek flood plain. The new wall will replace an existing wall. McLellan introduced Dansby as the engineer for the applicant. McLellan showed the committee the location of the retaining wall and explained the location of the property as being in the Prairie Creek subdivision located southwest of 36<sup>th</sup> Avenue NW and Rock Creek Road. An existing railroad tie-retaining wall approximately two feet high on both sides of the flume has collapsed in a few areas. This retaining wall will be for support of the side yard and the fence. The applicant has asked to remove the existing retaining wall and replace it with a 170-foot long MSE block or railroad tie retaining wall. Staff has suggested to the applicant to replace

the existing wall with a concrete or block wall, but instructed the applicant that it was not required by City standards. It was noted that the flume is located in a 10-foot drainage easement. The committee viewed pictures of the area. McLellan noted that this site is not located in the Little River flood plain and that the drainage channel flows into Brookhaven Creek. No fill will be brought into the flood plain for the project, although a small amount of dirt may be necessary for backfill behind the retaining wall. McLellan emphasized that this dirt will replace what has previously been washed away from the collapse of the existing retaining wall. McLellan stated that with this information, the project will meet the ordinance fill restriction and compensatory storage requirements. The engineer has also submitted a no rise statement. Dansby made several comments. Motion for approval from Connors. Seconded by Koscinski. Approved 6-0.

Flood Plain Permit Application No. 492:

O'Leary introduced the first item which is a request from Miller-Tippens Construction Company on behalf of Norman Public Schools. This application has been requested to install a sanitary sewer service line and storm sewer pipe in the Merkle Creek flood plain immediately west of Cleveland Elementary School. O'Leary noted that this work is being done as part of the improvements for the school.

McLellan introduced Emberton as the contractor who will be performing the work. It was explained that a building is currently under construction at the school site, with the school being located at the northwest corner of Sherry Avenue and Iowa Street. The work is being done as part of the Norman Public Schools' 2009 Bond Issue Early Start Project. It was noted that in addition to a new classroom, a new parking lot and a detention pond will also be constructed. The committee reviewed the maps of the site and the areas in the flood plain and floodway. McLellan read the Staff Report to include information about the sanitary sewer system, the location of the detention pond, and what type of structure will be placed at the discharge point into Merkle Creek to avoid future erosion issues. McLellan noted the applicable ordinance sections to include that no fill will be brought into the flood plain as part of the project, but a small portion of the east creek bank will be excavated for the headwall structure for the storm sewer outlet. The concrete and rip rap for the headwall will be compensated by the excavated dirt resulting in no increase of fill. McLellan concluded by stating that the applicant's engineer submitted a no rise statement.

O'Leary asked for additional comments. Heiple asked for clarification on the location of the drainage pipe on the east bank. Heiple added his concerns and requested that the wing wall be relocated to direct water flow into the concrete wing to dissipate the water flow that is being directed into the creek. He stated that his concerns were for four properties downstream to protect the west creek bank.

O'Leary then asked for clarification from the engineer on the location of the alignment of the head wall or realignment of the entire section to be discharged directly south. Discussion ensued about the discharge of the water flow and not exposing the west bank for possible future erosion. Danner expressed that he would recommend approval based on the condition that modifications would be done to realign the wing wall. Motion for approval from Koscinski with Danner's recommendation that the design be modified to minimize any downstream flooding impacts. Seconded by Connors. Approved 6-0.

Item No. 3, Flood Plain Permit Application No. 494:

O'Leary introduced this application from Cambridge Home Owners Association requesting to repair and replace several different drainage structures around Cypress Lake and the channel that flows into the Lake from the east which are located in the Ten Mile Flat Creek flood plain. McLellan introduced Dansby and Janaway. McLellan began by pointing out the locations of the structures and the drainage channel and noted that the repairs would be done over the next few years as funds became available. It was also noted that most of the structures will be constructed in the Ten Mile Flat Creek flood plain with the exception of the west bank of Cypress Lake which has some areas that are in the floodway. McLellan explained that the bank immediately west of the outlet structure has incised creating a void below the outlet structure concrete pad. It was determined that this would have to be backfilled and stabilized. McLellan continued with review of the staff report to include discussion on the migration of the erosion along the east bank of Ten Mile Flat Creek toward Cypress Lake. Three other areas of erosion were noted that included areas needing stabilization and the need for replacement of a retaining wall.

McLellan further discussed the four drainage flumes and box culverts in the channel and under Cypress Lake Road with erosion issues. It was explained that the flumes would have to be replaced and the eroded areas would need to be backfilled and stabilized.

The committee reviewed pictures of the area in need of repair to include the inlet and outlet pipes and the areas of erosion. McLellan read over the applicable ordinance sections and stated that fill would only be required in the repair of the eroded areas and to bring the banks and structures back to original grade. This fill will be obtained from within the Ten Mile Flat Creek flood plain. A no rise statement had been obtained from the engineer for the project.

No plans have been submitted for this repair and reconstruction, but the applicant was instructed that each plan will have to be reviewed to conform to the flood plain permit and ordinance. O'Leary asked for additional comments. Janaway made comments in regards to the various repairs around Cypress Lake. Dansby discussed the repairs needed for the flume and other future repairs around the sidewalk area that are needed. Brief comments from O'Leary and additional questions from Koscinski for clarification on where the fill would come from and asked if the lake would be dredged. Dansby explained the location of the fill and stated that the lake will not be dredge at this time. Additional comments from Janaway about future repairs. Motion for approval from Danner to include sidewalks and included staff recommendations in the recommendation section of the Staff Report. Seconded by Stansel. Approved 6-0.

Miscellaneous Discussion:

Miscellaneous discussion from committee. McLellan gave an overview of the CRS Program and the council presentation.

Meeting adjourned at 9:15 a.m.